



We've created this guide to help you and your school make the most of Bandanna Day.

In this book you will find:

- Useful resources including lesson plans, activities and more
- Step-by-step guide to your event
- ▶ Email, Social Media and Newsletter communications templates
- ▶ Insights about how schools run Bandanna Day

Need some extra support? You can reach the Bandanna Day team by emailing **nbd@canteen.org.au** or call **1800 226 833** 

### **BANDANNA DAY RESOURCES**

Make sure to familiarise yourself with your login dashboard, this is where you will be able to order additional bandannas, return any cash donations and find personalised resources such as your QR code and poster.

Looking to get started? Go to **bandannaday.org.au/resources** and you'll find:

- Social media posts
- A classroom resources booklet
- Lesson plans
- Our Bandanna Day guide
- Video guides
- Email banners
- Zoom backgrounds
- Event poster
- Colouring and other activities
- Thank you certificates

Download your lesson plans



### **COMMUNICATIONS PACK**

Your schedules are jam packed! To help keep Bandanna Day as stress free as possible we've pulled together a number of email, newsletter templates to help you spread the word! You can find these on your dashboards or by visiting the schools section at **bandannaday.org.au/resources** 



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## HOW TO ORGANISE AND RUN A SUCCESSFUL BANDANNA DAY

We love hearing about the different ways schools sell their bandannas in October and celebrate Bandanna Day.

There isn't one, perfect way to run Bandanna Day, but here is a sample step-by-step plan you can follow to ensure your event is a success. Ensure you have registered for Bandanna Day 2025.

### First step



Ensure you have obtained permission from your school administrator to run Bandanna Day.



Once you receive your box of bandannas, attach your QR code to the box, read through this booklet and familiarise yourself with the steps.



Take a look at the resources available on bandannaday.org.au/resources and plan which ones you're going to use.

### 3 months to go

**Congratulations!** You've made the life changing decision to support young people impacted by cancer by selling bandannas this October.



Now what?! Take a moment to think through these 3 key questions and map out how you will **Bandanna-fy your school**!

- 1. Who do you want to be involved in Bandanna Day? Will it be a school wide activity? Do you have a class champion or SRC who will Champion the event?
- 2. How will you sell bandannas throughout October? Do you need to include your activities in communications home to parents? Will you collect payment through your fundraising page, cash, card?
- **3.** How will you celebrate on Bandanna Day, 30 October? You could host a bandanna fashion parade, run a mufti day or morning tea. The possibilities are endless.

### 6 weeks to go

**Well done.** You're on your way to providing crucial support for young people experiencing cancer by running Bandanna Day at your school.



It's time to make sure you have the elements in place.

- 1. Have you received your bandannas? Do you need to order more? It's time to order your Bandanna Bunting to help bandanna-fy your school.
- **2.** Do all of your participants know their role? Do you need more helpers? Now is a great time to create an event agenda.
- **3.** How will you market your event? Start to put up posters around the school. Notify parents and students in the school newsletter.
- **4.** How will you take payments when selling bandannas? Will you set up an EFTPOS machine, ask for cash, or request parents/ students to pay directly to the Bandanna Day website?

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## **OCTOBER 2025**

OCTOBER	2025					-12
		Start selling bandannas today. Announce on school social media.	2	3	4	5
Share how many bandannas have been sold on your school socials and in your newsletter.	7	8	9	\$48 in 48h Challenge!	Use a template from your resources to post to your schools social channels	12
Share how many bandannas have been sold on your school socials and in your newsletter.	14	15	Ensure students/ parents are able to easily make payments. If not, provide a back up option.	<b>17</b>	18	19
Share how many bandannas have been sold on your school socials and in your newsletter.	21	22	Send final email and newsletter reminders, with details about Bandanna Day.	24	25	26
Share how many bandannas have been sold on your school socials and in your newsletter.	Finalise Bandanna Day event agenda.	Fine-tune speeches for students, staff and parents.	BANDANNA DAY  Have fun!  Take lots of photos.	Share your success and thank everyone involved. Return any cash funds.		



### **AFTER THE EVENT**

**Congratulations!** You're out the other side and can pat yourself on the back for running a successful Bandanna Day event!

Your next steps are to:

- 1. Thank everyone that participated and bought a bandanna. An email, social media post or announcement at an assembly or staff meeting are great ways to acknowledge their contribution.
- 2. Share how you were able to Bandanna-fy your school, with images of Bandanna Day fun. Share the amount raised by selling bandannas on school social media, on the school website and in your newsletter.
- **3.** It's now time to return the funds raised to Canteen, by clicking 'return funds' on our dashboard. Other options are available here: www.bandannaday.org.au/return-funds

### LOOKING FOR SOME INSPIRATION?

We asked schools across the country what they liked most about hosting Bandanna Day and how it works at their school.

#### Saint Stephen's College

"Saint Stephen's College has participated in Bandanna Day for over 20 years, so it is an established event on our calendar. Our students wear their bandannas for the entire week, which I believe has helped to get more of them involved. We even have some kids who buy several and tie them together into capes. Originally, we became involved because of families in our community impacted by cancer. As empathy is one of our College's core values, Christian Service is important to us. Raising awareness and funds to support Bandanna Day was an easy decision for us, especially as Canteen has a focus on children and young people."

- Father Andrew Kinmont, Saint Stephen's College

### **Ardtornish Primary School**

"I have been involved with Bandanna Day for 10 years. [Throughout this time] we have supported staff, school families and their loved ones undergoing cancer treatment, so we are excited to be part of Bandanna Day again in 2025 and to support our community in a meaningful way."

- Val Crozier, Ardtornish Primary School



Please get in touch if you have any questions. We're here to ensure your fundraiser is a success.

nbd@canteen.org.au 1800 226 833 bandannaday.org.au Connect with us on our socials







#BandannaDayAu

